

DUTY STATEMENT

CEC-004 (Revised 04/16)

CALIFORNIA ENERGY COMMISSION



Classification: Energy Analyst	Position No. 760-5837-
CBID: R10	Office: Environmental
Date Prepared: September 6, 2016	Division: Siting, Transmission and Environmental Protection
KEY: (E) IS ESSENTIAL, (M) IS MARGINAL	

POSITION DESCRIPTION: Under the direct supervision of the Community Resources Unit Senior, the Energy Analyst will participate in analyses of average difficulty in the areas of land use, socioeconomics, visual resources, traffic safety, and alternatives for energy facility siting cases and Energy Commission programs and policies.

WORKING CONDITIONS: Work is performed in an indoor office and/or meeting room setting involving sitting, standing, and/or walking. Travel may be required to participate in workshops, hearings and outdoor power plant site visits that may consume five percent to 40 percent of the time. Additional hours beyond an eight-hour workday or forty-hour workweek may be required.

DUTIES AND RESPONSIBILITIES: While performing the duties described below, the incumbent will be required to work alone and/or in a team environment, utilizing a personal computer and appropriate Commission software such as word processing, electronic mail and Internet; participate in and lead meetings with other staff and with other agencies. The incumbent will:

- 35% Participate in analyses in the areas of land use, socioeconomics, visual resources, traffic safety, and alternatives for energy facility siting cases (Notices of Intention, Applications for Certification, and Small Power Plant Exemptions). The incumbent will be assigned to siting projects or tasks that are of average difficulty. (E)
- 20% Identify, describe, and analyze land use, socioeconomics, visual resources, traffic safety, and alternatives of average difficulty related to electrical energy production facilities, alternative energy technologies, energy research and development, and Commission programs and policies. This includes the preparation of sections of initial studies, environmental impact reports, and Commission reports. (E)
- 15% Evaluate power plant compliance with conditions of certification related to land use, socioeconomics, visual resources, traffic safety, and alternatives for their supervisor. Prepare recommendations for their supervisor or team lead relating to amendments and project changes to previously approved power plant projects. (E)
- 10% Prepare correspondence for their supervisor to governmental agencies, environmental organizations, universities, and special interest groups to ensure their input into Commission programs. (E)

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- 5% Organize and lend support during workshops and meetings concerning Commission projects, programs, and policies amongst and between staff, the utilities, governmental agencies, private organizations and the public. (E)
- 5% Gather, tabulate, and analyze data relating to land use, socioeconomics, visual resources, traffic safety, and alternatives of electrical infrastructure. (M)
- 5% Review and analyze existing and proposed laws, ordinances, regulations, standards, and policies pertinent to land use, socioeconomics, visual resources, traffic safety, and alternatives of proposed energy facilities and Commission programs, and advise their supervisor or team lead on the impact or potential impact. (M)
- 5% Perform other duties as required, consistent with the specifications of the classification. (M)

SIGNATURES			
I CERTIFY THAT I AM ABLE TO PERFORM, WITH OR WITHOUT THE ASSISTANCE OF A REASONABLE ACCOMMODATION, THE ESSENTIAL JOB DUTIES OF THIS POSITION			
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Vacant	Date	Steven Kerr	Date
Employee		Supervisor	